

Harney County Youth Livestock Show and Auction

Monthly Meeting Silvies Charter School

2/13/24 @ 6PM

Present: Nicole George, Ann Becker, Tina Mello, Christy Keerins, Diana Davis, Melissa Mcelhannon, Masie Custis, Katlen Schimmelpfennig, Autumn Toelle-Jackson, Gretchen Bates, Ashley Garoutte, Stephanie Falck, Jay Nelson, Kara Nelson, Katy Wallace, Dave Bohnert

- Nicole moved to approve minutes, 2nded and approved.
- Jay Nelson Fair Board Update.
 - Working on increasing communication and working together as a team. Lots of challenges to overcome.
 - We got approval to get containers to store shavings (or other items the HCYLSA needs to store at the fairgrounds), the HCYLSA will pay for them. Jay and Shane are researching costs. Range \$4200 - \$4500 for a 40'x8' container, with \$895 for delivery (Ontario). All watertight. Jay in charge of finding a container, will check out other options. Right now, just looking at getting one, but it's likely we would need a second one eventually. We need to try to order a more accurate estimate of shaving. Suggested that we keep lifted off the ground, potentially use railroad ties. Suggested we find someone hauling hay to back haul it cheaper. Dave motions to approve purchase of one container at the higher quality level and pay to have it delivered. Masie 2nded. All votes in favor, none opposed.
 - For 2025 Fair Dates will stay the same. No final decision on FY 2026, animal processing availability is impacting ability to change it dates.
- Treasurer's Report (see attached) – Report accepted.
- Pass the Pants/Fundraising for future livestock facilities.
 - Suggested we do Chicken Poop Bingo at the demolition derby to help raise more money for panels. What about other fairgrounds events? Talk to fair board and event organizers to see if it would be allowed. Who could facilitate?
 - We should schedule either a separate meeting for fundraising or talk about them more at regular meetings in May. Bring your fundraising ideas!
 - May still be taking kids to fundraising, may not be.... TBD
- Weigh In
 - March 16 Beef weigh in, Central Oregon Rancher providing worming.
 - Katlen can help in March.
 - Melissa can also help.
 - June 15 All Other Animals weigh in, Dr. Masie will provide worming.
 - Melissa, Autumn, Gretchen, & Tina can help.
 - Small animal rate of gain? Christy will research more on how it would work and bring more information to the next meeting.
 - Katlen got more tags for all animals. We have some scrapie tags as well.
 - Katlen will maintain/check equipment prior to weigh in.

- Fair book Deadline is May 1. Later will go over the schedule. Diana will need a digital form; Nicole will send it.
- Swine Judge - Diana touched base with one today (Matthew Kennedy) and is waiting to hear back from him on availability.
- Showman vs. FairEntry - See attached comparison sheet. Discussion occurred about sheet.
 - Mentioned that Deschutes County used FairEntry last year for everything and it all worked out.
 - Can upload photos and files, potential to use for buyer board pictures.
 - Producer's cost \$4,000 last year. When committee originally established, goal was to take auction back over. Do we want to take over the auction? Maybe consider try one year with software, not auction, auction second year. Would we need a loan to cover gap between getting payments in and checks out? Producers helps cover that part of it, though still seems to wait until most payments are made before issuing checks, last year checks were out 10/16/23. Talk about it at a later date. We would need to let Producer's know by June.
 - Since livestock are just one type of fair entry, fair board should cover it. We will need to take to Fair Board. Potential to split with 4H? LeAnn with Open Static Entries already communicated desire to use whatever software we choose.
 - Katlen made a motion to purchase FairEntry. Masie 2nd it. All voted in favor.
 - Autumn and Ann will work to get purchased and set up. Autumn will be administrator, with Nicole also having access. Ann will be billing/financial coordinator.
- Buyer Boards – Need photos for a few, Nicole is working on contacting them. Still have a few to get delivered (how do we split with multiple buyers? Give joint one to Buerman's). Let's figure out a better way next year. FairEntry allows for photo uploads, let's try to integrate that and see how we can make it be better.
- Show & Schedule (Nicole) - Can we move Dog to Monday? Do they want to do just the one show in June? Most think they want to show their work at fair. Potential to schedule on Monday to reduce conflict with livestock and setup.
 - Will there be a Llama show? There wasn't last year.
 - EOARC group will do a social - Taco or Nacho Feed
 - Only one judges meeting, Thursday at 7am. All kids and all judges will need to be there. Plan on coming to ask questions!
 - Youth can show either market or breeding animal in showmanship.
 - Would it make more sense for goat to do showmanship and market back-to-back? It's that way with showmanship and breeding right now. Let's keep the same.
 - Sunday – there's been an issue with kids being in the barns when trying to load animals. Some superintendents like kids to come say bye, for other's it causes complications (pigs) lets remove the time for when fair cleanup starts, TBD later.
 - Dumpsters – It's an issue with kids not going all the way to the back of the dumpster causing issues on cleanup. Need to make sure it's clear to kids at the meeting.
 - Why isn't there a 4H horse show? It was hard to fit it in before the playday, so we do it earlier in the year.
- Budget Conversation - See Handouts from Ann.
 - Bumped everything up 10-15% from last year for items where we didn't get new numbers from leads.

- Some expenses less than last year, i.e. computer and printer already purchased.
- Awards budget estimate looks good.
- 4H Association covered 4H entries last year to get into fair. Cost this year is going to be more.
- Need to make sure we budget for all scales to get certified before weigh-ins. It would be nice to get it done mid-summer again if it's an issue as well as right before fair.
- Ultrasound – Need someone to contact Joel. Jay volunteered. Cost may change.
- Butcher boys' other fees – There was a miscommunication on the donated meat. Whoever received the meat should cover the kill fee at time they receive the meat. Last year we paid kill fee. Next year should we pay kill fee and then invoice those who got donated beef, or can we do that invoice when they pay. We need to go back and figure out the best way to do this, the buyers used to pay it (the kill fee). If we go this route, that needs to be included in the auction financial documentation. May need to talk to those groups that get donated meet.
- Marketing – If Fair Board is paying someone for marketing, do we need to do our own?
 - We can run it through them (can and should use that option) but we don't need to only do that, we can do our own marketing.
 - We will also be doing Buyer Highlight articles, may have a cost as well.
 - Lots of marketing is mostly supplies and leg work.
- Need two more turkey cages.
- Auction bidder cards.
- Add a line for FairEntry.
- Buyer's BBQ – What if we do more of a buyer's appreciation thing in addition to a BBQ? The people that actually buy animals should get something extra. Something after fair would be better. 2019 tried something like that with volunteer and buyer appreciation and few buyers attended. FFA has done farm to table in past. Potentially give some kind of award. More "advertising" for buyers?
 - It gets crowded, lots of kids, feels very rushed. Can we put more tables outside the building? Table for future meeting.
 - How can we update Buyer address list? It's done in by producers. Can they send us an excel sheet? Katlen will see if Jeri can send up an excel sheet. Autumn can make PDF and email out. This system should be improved with use of FairEntry.
- What about a line item for repairs to pens? We need to take a little better inventory of the pens and get materials to make sure pens are safe. The fair board doesn't cover any of those expenses. We can add it into Misc. Expenses. Can we ask the fair board to cover it in our proposed budget? We can ask, but they may not cover. Lots of people provided materials on their own last year, shouldn't need to.
- Ribbons – are we getting 100-year ribbons? Not that we know of, won't worry about it right now. Will set at \$2500.
- Premiums – Fair pays for peewee, breeding, static and open. 4H Pays its own.
- Judges – raise small animal judge budget up some, may be coming from Idaho. Budget \$900. Should we up each judge to \$900? Yes. Have we checked with hotels? Lindsay is arranging all of that.
- Shavings – we should be able to get some help again this year from Big R. Nicole will talk to Bobby. Got a 50% discount last year. Could we use shavings from Seneca? They are big chips. Could we use them as a base and then put fine shavings on top. We are good with it if the fair manager is ok with that. In past only had to clean down to big chips/base. Base is good because there is often dampness in the pens. Jay will ask to make sure it's ok. It would need to be done ahead of time, not the day of fair. Keep budget at \$4,000. FairEntry should help track shavings needed based on stall requests.
- Other budget items for fair board request?
 - Is there any way we or the fair board can pay for security? Or can we get an entity or group that might be willing to help out? Does the other part of the fair have security? Don't think so. In the

past we've had search and rescue or police, provided by the county (not the fair board). What about volunteer fire department? Last year there were issues with people getting into tack boxes and messing with animals. People on duty need to be at the barns and wandering around their entire shift. Jay will take the question to the fair board. We can still do volunteers doing shifts, but there is still an issue, so we need more help. We can talk to the Sheriff's Office as well, but it should be a whole fair thing.

- Put FairEntry on budget list. If they balk at full cost, we can split between the fair board, LC, and 4H.

Meeting Adjourned at 8:07

To Do List:

- Board Members – Get short bio and head shot to Nicole by March 1.
- Jay – Research container for storage. Work on purchasing and placing.
- Jay – Ask fair manager if we can use wood chips from Seneca as a base to the stalls.
- Jay – Ask fair board if they can work with the county to provide security during fair.
- Jay – Contact Joel to see if he can do ultrasound for us again.
- Jay – Ask fair board if we can continue “Pass the Pants” or other fundraising. Could do Chicken Poop Bingo (or other) fundraising at fairground events like the Demolition Derby. If yes, get event coordinator info.
- Jay – Provide Fair Board our budget request (once Ann has finalized it). Include up to \$750 to cover FairEntry subscription (reimbursement for \$500 to start with, then \$250 additional if we have to upgrade, dependent upon number of entries, can use it for all registrations from Livestock, 4H, Open, Parade, Rodeo, Playday, Talent Show, stalls, volunteer sign up, etc....,
- Christy – Research and bring more information on small animal rate of gain to the next meeting.
- Katlen - Maintain/check equipment prior to weigh in.
- Katlen – Get updated buyers list from producers, with names and addresses.
- Autumn – Figure out FairEntry, working with others as needed. Talk to Lindsay and LeAnn about their use of FairEntry.
- Autumn – Create updated buyers list PDF (from Producers Excel) and email out.
- Autumn – Email Lindsay to see if there is a preferred method of sharing documents.
- Autumn – Share approved minutes with email list, only share unapproved with committee and fair board.
- Ann – work on setting up a website to share information and documents outside of Facebook.
- Nicole – Send Diana and Autumn Fair book document for class lists and updates.

Parking Lot (Future Agenda Items)

- Fundraising Ideas and Options
- Small Animal Rate of Gain contest discussion (March Meeting)
- FairEntry to run auction vs. Producers (Before June)
- Schedule: Dog fair moved to Monday? Will there be a Llama show? What time should kids come to cleanup on Sunday?
- Dumpsters: Can we figure out a better process, especially on Sunday?
- How will we handle kill fees for donated animals?
- How can we encourage/reward buyers?

Treasurer's Report

Harney County Youth Livestock Show and Auction - Financial Report

Feb. 13, 2023

Account balance as of 12/30/2023 \$ 56,110.11

Date	Vendor/Description	Memo	Check #	Expenditures	Revenue
1/11/24	Producers Livestock	Deposit - 2023 livestock auction commission			\$ 21,104.91
1/31/24	Interest posting	BEO			\$ 3.07
2/2/24	HCJunior Livestock Show&Camp	Donation	1030	\$ (1,750.00)	
2/2/24	Katlen Schimmelpfennig	Reimbursement for ear tags	1031	\$ (404.45)	
2/2/24	USPS	Annual POB service fee	1032	\$ (102.00)	
				\$ (2,256.45)	\$ 21,107.98

Account balance as of 2/13/2024 \$ 74,961.64

Showman vs. FairEntry

Showman

- Web Based
- Livestock Shows
 - Animal
 - Static
- Online Registration
- Online Payment
 - 3.5% Fee
 - Build into entry fees.
 - Pass on to exhibitors.
 - Can collect offline payments.
- Online Sponsor Forms
- Auction Tools / Buyer Accounts (New)
 - Add On
 - Buy Back (Flooring)
 - Thank You List
- Unlimited Manager Accounts (Access All)
- Livestock Entries
- Non-Livestock Entries
 - Horse
 - Dog
 - Rodeo?
- Class Organization
- Show Book/Schedule Development
- Result Publication
- Saves Exhibitor Information
- \$599/Fair
 - 1,000 Entries Included (\$0.30/entry above 1,000. \$300/extra 1,000 entries)
 - Unlimited Exhibitors
 - Unlimited Species
 - Customizable Entry Form
 - Stall Info
 - Camping Reservation
- Fees can be used to cover Showman Cost or pay separately.
- Customizable Entry Form
- Archives Previous Years
- Good Customer Service

FairEntry

- Web Based
- Open, 4H, & FFA Fairs
 - Animal
 - Static
 - 4H Online Integration
- Online Registration
 - 1 Account for Multiple Family Members
- Online Payment
 - 1% Fee on CC Transactions
- Online Auctions & Buyer Accounts
- In Person or Hybrid Auctions
 - Add On
 - Flooring
 - Thank You List
- Volunteer Signups
- Unlimited Manager Accounts (Specify Access)
- Livestock Entries
- Non-Livestock Entries
 - Rodeo
 - Horse
 - Dog
 - Special Contests
- Class Organization
- Exhibitors can Upload Files / Photos
- Animal Identification System
- Result Publication Online
- Budget / Premiums Tool
- Awards / Points Tool
- Reports & Barcode Scanning for Check-In
- \$500/Fair
 - 2,000 Entries
- \$750/Fair
 - 3,000 Entries
 - Extra Event
- Billed Annually
- Customizable Entry Form
- Archives Previous Years
- Virtual Fairs/Shows
- Good Customer Service

PRELIMINARY HCYLSA BUDGET

Harney County Youth and Livestock Show and Auction			
BUDGET WORKSHEET			
	2023		2024
Revenue	Amount		Amount
Fundraising	\$ -		\$ -
Individual Contributions	\$ -		\$ -
Jos. & Rebecca Kingen (awards)	\$ 100.00		\$ -
Kurt & Rachel Beaubien (awards)	\$ 500.00		\$ -
Events Income	\$ -		\$ -
Corporate Donations			
Zoetis (awards)	\$ 500.00		\$ -
Adamson Smokehouse	\$ 100.00		\$ -
Riley Store	\$ 200.00		\$ -
Burns Electric	\$ 50.00		\$ -
Downs Town Inc	\$ 400.00		\$ -
Andy's Custom Work	\$ 100.00		\$ -
Sage Country Veterinary	\$ 100.00		\$ -
Town & Country Ins. (Ex passed)	\$ 500.00		\$ -
Vintage Beauty (awards)	\$ 200.00		\$ -
Silvies River Electric	\$ 350.00		\$ -
Schott AG Air (awards)	\$ 750.00		\$ -
Graybeal (awards)	\$ 1,436.00		\$ -
Lost Prairie Farm	\$ 100.00		\$ -
Beef, Boots & BBQ (wristbands)	\$ 600.00		\$ -
Misc. Revenue	\$ -		\$ -
	Total Revenue	\$ 5,986.00	Total Revenue \$ -
Expenses	Amount		Amount
Recurring Operational costs			
Insurance	\$ 1,246.00		\$ 1,370.60
PO Box - USPS annual service	\$ 106.00		\$ 102.00
			approx. 10% above last year
Buckles & Awards	\$ 9,527.71		\$ 10,750.00
			include small animal this year
Professional Support/Services	\$ -		\$ -
Scale certification - OR Dept. of A	\$ 366.00		\$ 400.00
Ultrasound + travel	\$ 1,151.80		\$ 1,300.00
Butcher Boys (donated meat)	\$ 6,625.00		\$ 7,300.00
Producers' clerical fees	\$ 4,000.00		\$ 4,400.00
Marketing and Advertising			
FP color "Buyers Thank You"	\$ 600.00		\$ 650.00
Color display ad #1	\$ 150.00		\$ 175.00
Color display ad #2	\$ 150.00		\$ 175.00
Dog Days 1/4 page ad	\$ 150.00		\$ 175.00
Flyer (Keerins) supplies+postage	\$ 247.46		\$ 400.00
Supplies			
Office supplies (printer, laptop, etc)	\$ 1,146.34		\$ 200.00
Turkey cages	200.97		\$ 150.00
Buyers BBQ-Luncheon	\$ 836.06		\$ 950.00
Auction contracts & bidders cards	\$ 235.00		\$ 260.00
Thank you cards	\$ 85.50		\$ 90.00
Misc	\$ 16.83		\$ 50.00
Tags	\$ -		\$ 404.45
Dept. of Treasury: Form 1023-EZ	\$ 275.00		\$ -
	Total Expenses	\$ 27,115.67	Total Expenses \$ 29,302.05
	Net Surplus/Deficit	\$ (21,129.67)	Net Surplus/Deficit \$ (29,302.05)

Harney County Youth and Livestock Show and Auction			
FAIRGROUNDS/COUNTY - PRELIMINARY BUDGET WORKSHEET			
	2023	2024	
Revenue from Fairgrounds	Amount	Amount	
Ribbons	\$ 2,006.40	\$ 2,500.00	
Judges (Rate + Mileage)			
Beef/Sheep/Goat	\$ 815.00	\$ 900.00	
Swine	\$ 885.56	\$ 900.00	
Small Animal	\$ 410.00	\$ 900.00	
Hotels (Judges, U/S Joel)	\$ -	\$ -	Fair Manager???
Premium Money	\$ 500.00	\$ 700.00	
(for showmanship & breeding projects)			
Maintenance Supplies		\$ 500.00	
(to repair animal shelters/stalls for safety)			
Animal Bedding			
Shavings	\$ 3,151.80	\$ 3,500.00	10% increase???
Chips from Seneca???	<i>Jay will check with Fairboard on this item to be used and bottom layer.</i>	\$ 600.00	per load. How many loads???
Misc. Revenue	\$ -	\$ -	
Total Revenue	\$ 7,768.76	\$ 10,500.00	